



**STATE OF TENNESSEE  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
DIVISION OF MENTAL RETARDATION SERVICES  
ANDREW JACKSON BUILDING, 15<sup>TH</sup> FLOOR  
500 DEADERICK STREET  
NASHVILLE, TENNESSEE 37243  
July 14, 2005**

**MEMORANDUM**

**TO:** Residential Agency Directors

**FROM:** Stephen H. Norris  
Deputy Commissioner

A handwritten signature in black ink, appearing to be "SHN", written over the name "Stephen H. Norris".

**SUBJECT:** Housing Grant Survey

Each year the Tennessee Housing Development Agency (THDA) holds workshops and offers grants to develop housing for persons with disabilities. Each year only one or two Division of Mental Retardation Services (DMRS) agencies apply. To increase the use of the grants and to learn why agencies do not take advantage of them, we are requesting you complete the attached questionnaire so the DMRS and THDA can better understand what training or other actions we need to take to increase DMRS agencies who apply for HOME grants through THDA.

Thank you for your attention to this matter. We are in the process of planning regional housing forums with THDA and this survey will assist us in developing an agenda to meet your and our growing needs for affordable housing for persons with mental retardation.

Please mail back to Brian Dion at the above address.

SHN/bdc

**Cc:** Regional Directors  
Fred Hix, DMRS

## **Survey on Housing Grants**

1. Do you know there are federal grants available to pay for development or purchase of homes for use by those we support?
2. Have you ever heard of the HOME program?
3. a. Are you aware that the Tennessee Housing Development Agency holds a HOME application workshop every year in January in each Grand Division?  
  
b. Have you every attended an application workshop for the HOME program provided by THDA?
4. If so, have you ever applied for a HOME grant?
5. If not, why have you not applied?
6. What information would your agency desire from DMRS or THDA to better understand the benefits of applying for HOME grants?
7. Does your agency have a housing affiliate agency?
8. If not, does your agency link up with a housing agency to develop or provide housing?